

### **NAAC - REACCREDITED - A GRADE**

SHRI MANGALDAS VERMA CHOWK, 25, Dr. S.S.RAO ROAD, PAREL, MUMBAI - 400012.
PHONE: 2410 4541 / 2410 0012 FAX: 2410 6960 Email: principal@mdcollege.in

8 2016-2017 8
"Rashtrapita" State Level Vyasanmukti Award

8 2014-2015 8 Awarded "Best College" by University of Mumbai  $$8\,2014\text{-}2015\,\$$$  "Road Safety Awareness" Awarded by Govt. of Maharashtra

8 2013-2014 8
"Jaagar Jaanivancha" Awarded by Govt. of Maharashtra

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Ref.	No.			

### INTERNAL QUALITY ASSURANCE CELL

### **Proceeding of the Meeting**

Date:26/06/2019

Dr. Vaishali Somani(Co-ordinator, IQAC) welcomed the members of IQAC.

Principal Dr. Chhaya Panse, chairperson (IQAC) appreciated the efforts made by IQAC during the last academic year.

Agenda items were taken up with the permission of the Chair.

### Agenda 1 Approval of the previous meeting Minutes held on 24/04/2019.

The Minutes of the previous meetings were read out by Dr.Vaishali Somani(IQAC-Coordinator). The members approved the Minutes.

### Agenda 2 Annual Quality Assurance Report of Academic year 2018-2019

Dr. Vaishali Somani (IQAC-Coordinator) informed the members that AQAR (2018-2019) was to be sent to NAAC before 31.12.2019.

IQAC Coordinator took the review of activities conducted during the academic year 2018-2019 and to be part of AQAR Report.

#### Decision:

It was unanimously decided that AQAR report will be prepared by sub teams for each criterion.. The documents to be scanned and maintained in IQAC only as soft copy. Hard copies to be retained by departments after checking

Proposed by :Ms Mythili Mukundrajan Seconded by:Ms Shubhada Gala

#### Agenda 3

Action plan for 2019-20.

#### Decision:

IQAC decided Action plan for the academic year. It was decided to organize library audit and Examination audit at college level during first term. External Peer to be invited for the same. Workshops on teaching learning to be organized in the second term. IQAC also planned to understand and initiate the process of Autonomy

Proposed by: Dr. Vaishali Somani Seconded by: Dr. Vinita Jain

> Dr. C. S. Panse Principal



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# ACTION TAKEN REPORT OF THE MEETING (DATE:26/06/2019)

Decisions and their action taken is represented in the following table

Decision	Action Taken
Agenda 2 : Preparation of AQAR 2018-2019	AQAR was prepared and submitted to
	NAAC portal on 19/12/2019.
Agenda 3: Action plan	Library audit was conducted on
9	27/8/2019. Expert- Dr. Navghare,
	Librarian, CKT College
	Autonomy format was provided to all the
	departments for discussions

Dr. C. S. Panse Principal



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### INTERNAL QUALITY ASSURANCE CELL

### **Proceeding of the Meeting**

(Date: 26 /08/2019)

Principal Dr. Chhaya Panse, chairperson (IQAC) informed the members about need for detailed planning of activities for second term of the academic year.

### Agenda 1 Approval of the previous meeting Minutes held on 26/06/2019

The Minutes of the previous meetings were read out by Dr Vaishali Somani. The members approved the Minutes.

### Agenda 2 Review of AQAR preparation

Dr. Chhaya S. Panse, Chairperson (IQAC) informed the members that the AQAR to be reviewed before submission.

#### Decision:

It was unanimously decided that review will be carried out by each criterion team for all the details to be uploaded on website with respect to AQAR.

Proposed by :Ms. Sanjeevani Pathak

Seconded by: Dr. Usha Dubey

# Agenda 3 Sharing of information from different workshops related to NAAC guidelines

**Decision:** Different members attended workshops at other institutes based on various aspects of A & A process by NAAC. It was decided to have presentations on the important aspects for entire committee.

Proposed by :Dr. Manisha Acharya

Seconded by: Dr. Rishikesh Dalvi

Dr. Chhaya Panse

Principal



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# ACTION TAKEN REPORT OF THE MEETING DATE: 26/08/2019

Decisions and their action taken is represented in the following table

Decision	Action Taken
Agenda 2: Review of AQAR preparation	The AQAR progress was discussed. The
	required details were sent for website
	upload.
Agenda 3: Sharing of information / outcomes	Members presented the important points
of quality related workshops	covered during different workshops on
	quality enhancement/ A&A process. This
	helped to update the members about
	quality initiatives under different matrices

Dr. Chhaya Panse Principal



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# INTERNAL QUALITY ASSURANCE CELL Proceeding of the Meeting (Date:5/1/2020)

Dr. Vaishali Somani (Co-ordinator, IQAC) welcomed the members of IQAC.

Agenda items were taken up with the permission of the Chair.

Agenda 1 Approval of the previous meeting Minutes held on 26/08/2019

The Minutes of the previous meetings were read out by Dr Vaishali

Somani(IQAC-Coordinator). The members approved the Minutes.

Agenda 2 Status of AQAR submission

Decision: NAAC portal informed about some revisions in the AQAR submitted in

December 2019. It was decided to update the required information and

resubmit the report

Proposed by: Dr. Monika Verma

Seconded by: Dr. Shilpa Khare

Agenda 3 Academic Audit

**Decision:** It was decided to have academic audit in March 2020.

Proposed by :Principal Dr. C. S. panse Seconded by: Ms Sanjeevani Pathak

Agenda 4 Sessions on IPR

**Decision:** It was decided to have session Intellectual Property Rights

in March 2020.

Proposed by: Dr. Varsha Thorat

Seconded by: Dr. Rishikesh Dalvi

Agenda 5 Session on Autonomy

**Decision:** It was decided to have sessions on Autonomy in February and March

2020.

Proposed by: Dr. Vaishali Somani

Seconded by: Dr. Aniruddha Patil

Dr. Chhaya Panse Principal



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### ACTION TAKEN REPORT OF THE MEETING

DATE: 05/01/2020

Decisions and their action taken is represented in the following table

Decision	Action Taken			
Agenda 2: AQAR Revision	IQAC resubmitted revised AQAR 2019-20			
	on NAAC portal			
Agenda 3 : Academic Audit	Academic Audit was conducted			
	on7/3/2020 and			
	9/3/2020.The			
	recommendations were			
	conveyed to the departments			
	for further quality			
	enhancement			
Agenda 4 : Session on IPR	4/2/2020-Session was conducted by Dr.			
	AniruddhaPatil			
Agenda 5 : Session on Autonomy	20/2/2020- Resource Person- Dr Vijay Joshi,			
	State Directorate RUSA			
	Maharashtra .			

Dr. Chhaya Panse

Principal



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### **INTERNAL QUALITY ASSURANCE CELL**

### **Proceeding of the Meeting**

### (Date:14/04/2020)

Dr. Vaishali Somani(Co-ordinator, IQAC) welcomed the members of IQAC.

Principal Dr. Chhaya Panse, chairperson (IQAC) appreciated the initiatives taken by IQAC during the COVID pandemic situation.

Agenda items were taken up with the permission of the Chair.

### Agenda 1 Approval of the previous meeting Minutes held on /1/2020

The Minutes of the previous meetings were read out by DrVaishali Somani(IQAC-Coordinator). The members approved the Minutes.

#### Agenda 2 Workshops for strengthening online teaching learning

Dr. Chhaya S. Panse, Chairperson (IQAC) informed the members that the college can organize capacity building workshops to strengthen the online teaching learning during pandemic situation

#### Decision:

It was unanimously decided that IQAC will initiate workshops for faculty members to prepare audios, videos and use other tools for online teaching

Proposed by : Dr. Manisha Acharya Seconded by: Dr. Vaishali Somani

### Agenda 3

Support and motivation to organize seminars/webinars

### Decision:

It was decided to motivate different departments to organize

webinars/seminars to facilitate academic and research exchange.

Proposed by : Dr. Monika Verma Seconded by: Dr. Vinita jain

### Agenda 4 Online survey to understand how the students are equipped for online teaching learning

Decision:

It was decided to conduct the survey for all the students about availability

of internet, smart phones so as to plan online teaching learning

Dr. Chhaya Panse Principal



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# ACTION TAKEN REPORT OF THE MEETING DATE: 24/04/2019

Decisions and their action taken is represented in the following table

Decision	Action Taken			
Agenda 2 : Workshops for online Teaching	A National level workshop was conducted			
Learning	for E Content Development- Educational			
	Audio Video production ( 10/5/20-			
	17/05/20			
	A workshop was conducted on '			
	Experiential Teaching using different			
	tools'- (For In-house Teachers-26/5-			
	27/5/20)			
Agenda 3 : Support for organizing webinars/	Chemistry department organized National			
seminars	online seminar on "Advances in material			
	Science"			
	Zoology Department organized webinar on			
	5/6/2020 and 26/07/2020			
Agenda 4: Online student Survey	The survey was carried out from 17/5/20-			
	21/5/20 to understand the resources			
	available with students for online learning.			

Dr. Chhaya Panse

Principal